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63-8252

30 October 1963

ADM-13 25X1A

11/6/63

MEMORANDUM FOR: Deputy Director/Plans  
Deputy Director/Intelligence  
Deputy Director/Support  
Deputy Director/Science & Technology

SUBJECT : Agency Clipping Service

1. As you know, Colonel Grogan over the years has developed and maintained an extensive clipping service on press items concerning the Agency or on the subjects in which the Agency was interested. In the past this has been primarily for the use of the Director and his immediate staff. It has occurred to me that perhaps we could centralize the press clipping activities of the Agency and better serve the needs of everybody more economically.

2. I have asked Walter Pforzheimer, the Curator of the Historical Intelligence Collection, who has had extensive dealings with the clipping service and with the collection of foreign-published books and documents, to conduct on my behalf a factual survey of what clipping is going on in the Agency and whether it could be better centralized for service and economy. I would appreciate it if you would advise your staffs and divisions of this effort and ask them to give Mr. Pforzheimer the necessary advice and guidance.

(signed) Lyman B. Kirkpatrick

Lyman B. Kirkpatrick  
Executive Director

cc:

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Walter Pforzheimer

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